



City of Hermosa Beach  
1315 Valley Drive, Hermosa Beach, CA 90254  
310.318-0203 - Fax 310.372-6186  
Email: [lcastillo@hermosabch.org](mailto:lcastillo@hermosabch.org)



Received By: CC  
Referred To: Comm. Develop.  
Date Referred: 3/02/17

## Public Records Request

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney-client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

Name (please print):	Eric Scharff	Email:	<a href="mailto:escharff@gmail.com">escharff@gmail.com</a>
Address:	1313 Sunset Drive	Phone:	858-334-9662
City:	Hermosa Beach, 90254	Fax:	

Record or Document Requested:

To assist the City with your request, please identify each requested record/document separately. Please be as specific as possible. Non specific inquiries may cause responses to be delayed or may prove to be burdensome and therefore the City may not be able to respond. (Additional sheets may be used) Submit all requests to the City Clerk's Office.

Can you please send me any documents which show the history of zoning requirements on 1313 Sunset Drive with respect to setback requirements from the original inception of the tract in 1911 (in the 1910s and 1920s) to present. Can you also please send me the same history for the properties immediately to the North of this one — namely 1271 Sunset Drive and 1328 Monterey Blvd.

Photocopies are \$0.20 per page (Mailing fee, if applicable is \$3.00 plus postage). Fees must be paid before records are released.

I agree to pay all applicable fees and charges per the City Council Resolution of Fees for any copies I request of the above mentioned document. Accepted method of payment: Cash or check. Credit card accepted in person only.

R Scharff

Signature

Date

3/21/2017

<b>For Departmental Use Only:</b>			
Action Requested:	Action Taken:	By _____	Date _____
<input type="checkbox"/> Review Only	<input type="checkbox"/> Document Reviewed	<input type="checkbox"/> Non-Existent Document	
<input type="checkbox"/> Copies Requested	<input type="checkbox"/> Copies Provided	<input type="checkbox"/> Other (Please Explain) _____	
<input type="checkbox"/> Refusal/Reason _____			
<b>For City Clerk's Use Only:</b>			
Date Requestor Notified _____	Notified By: _____	Date Picked Up or Mailed _____	